

## PROCUREMENT ACTION SUMMARY

*Contracts over \$5,000 and up to \$25,000*

**Small Procurements (IFBs/RFPs):** initiated at least 2 months prior to the contract start date.

**Small Procurements (Sole Sources):** initiated at least 1 month prior to the contract start date.

**Small Procurements (Modifications):** initiated at least 1 month prior to the modification effective date.

*Contracts over \$25,000*

**Large Procurements (IFBs/RFPs):** initiated at least 15 months prior to the contract start date.

**Large Procurements (Sole Sources):** initiated at least 9 months prior to the contract start date.

**Large Procurements (modifications/options):** initiated at least 3 months prior to the effective date.

*Governmental Agreements of any amount*

**MOUs/MOAs/LOAs:** initiated at least 4 months prior to the start date.

**MOUs/MOAs/LOAs (modifications/options):** initiated at least 3 months prior to the effective date.

*Grants of any amount*

**Grants:** initiated at least 2 months prior to the start date.